

REPORTS INVENTORY						CONTROL NO. DDS/OTR/EA - 14	
PREPARE IN DUPLICATE							
1. TITLE OF REPORT (If a fill-in report include Form No.)  <b>Year End Funding Requirements</b>						2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA	PERSONNEL		3	TRAINING		ADMIN. GENERAL OTHER (specify)	
	LOGISTICS			SECURITY			
	MEDICAL		1	FINANCE			
4. NO. OF COPIES PREPARED  4		5. FREQUENCY (weekly, monthly, quarterly, etc.)  Annually			6. DISTRIBUTION (No. of components not number of copies)  1		
7. FORMAT (memorandum, form computer print-out, etc)  Memorandum		8. ADP PROCESSING <input type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO. <input type="checkbox"/> NO			9. DIRECTIVE AUTHORITY REQUIRING REPORT  O/PPB Requirement		
10. PREPARING COMPONENT (include lowest level contributing information to report)  OTR/BF				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)  1 - Memorandum from <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
GS-13	9.10		16		145.60		1
GS-05	3.60		1		3.60		1
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						\$149.20	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.  To obtain supplementary funds to support training activities.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE						ESTIMATED SAVINGS	
						MAN-HOURS  0	DOLLARS  0 STAT
16. DATE OF INVENTORY  7 October 1970		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION  C/OTR/BF					18. EXTENSION  <span style="border: 1px solid black; display: inline-block; width: 50px; height: 1.2em; vertical-align: middle;"></span>